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25 October 1967

NOTE FOR: Mr. Duckett

SUBJECT : Technical Seminars

1. The guys in PPB recently brought down COMMO papers relating to some of their projects. They wanted to know whether these duplicated or overlapped work in ORD on power sources, etc.

2. In discussing this with [ ] and arranging for appropriate contact, it occurred to me that technical seminars in several fields, sponsored under the aegis of your coordinating role, might be a very fine idea. I discussed this at some length with Steve and we see a number of desirable features:

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a. Getting the engineers together on a strictly technical basis which would promote the appropriate relationships for program coordination, etc.

b. Genuine education directly applicable to our work which might be more beneficial in most instances than attendance at technical society meetings.

c. An appropriate forum in which outside speakers might be invited to predict the future, or give other types of papers which might be of particular interest.

3. If you have no objection, I will proceed along the lines proposed in the attached draft to the appropriate Office Directors, and do the necessary homework with Office of Training, etc.

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DRAFT

MEMORANDUM FOR: Director, ORD  
TSD  
NPIC   
OEL  
COMMO  
OSA (for information)  
OSP (for information)

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SUBJECT : Internal Technical Seminars

1. The quantity and quality of the technical effort which the Agency sponsors in certain fields is impressive both in terms of the advanced nature of the work and the quantity of work which we are undertaking. While progressing rapidly, in coordinating our R&D work on a program basis, I believe we have overlooked a very valuable means of providing specialized communication opportunities for our scientists and engineers --- the technical seminar.

2. I would like to sponsor a series of seminars on a semi-formal basis to provide a technical forum for communication internal to the Agency, similar to the opportunity which is provided in technical society meetings. Technical papers describing current, past, or future efforts in particular technical fields would be solicited from the engineers and scientists for presentation in a formal meeting which would probably be followed

by a panel or other type of formal discussion.

3. The technical fields which I feel may be profitably addressed by the seminars include:

Energy conversion and storage

Recorders and recording techniques

Analog signal processing

Waveform processing, i. e., speech, etc.

Graphic processing

Alpha numeric processing

Microtechnology

Electronics

Components/devices/subsystems

4. While looking to the technical offices primarily, I believe it would be useful to send an announcement and a copy of the agenda to the analytic offices and invite them to attend these seminars also. We may eventually wish to include the presentation of papers reviewing Soviet and non-U. S. technology in the fields of the seminar topic. From time to time an invitation may be extended to an external case speaker, but I would propose to keep the focus almost exclusively internal.

5. These seminars would be held on a quasi ad-hoc basis initially --- I believe we might conduct one about every two months. The frequency with which seminars might be repeated within any

particular field would depend upon our internal interest, the progress which we see, etc.

6. In addition to improving our communications, these seminars may also satisfy in part the innate desire of technical people to actively participate in the preparation and presentation of papers. I do not anticipate any formidable security problems so long as the papers address the technical features of our work, and it may well be that this type of activity will stimulate the preparation of articles, etc., which may be suitable for the "Intelligence Review", or in some instances be appropriate for publication in unclassified journals.

7. I am enthusiastic about the prospects for doing this and anxiously solicit your comments and recommendations. Obviously, the success of such an undertaking will depend considerably upon the enthusiasm with which the program is initiated.

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